

**STATE OF RHODE ISLAND AND PROVIDENCE PLANTATIONS DEPARTMENT OF
BUSINESS REGULATION INSURANCE DIVISION
Reorganization/Demutualization**

The following items must be submitted to this Division in order to effectuate a company's reorganization/demutualization:

- A copy of the Reorganization Plan, approved and certified by the domestic state's Insurance Department/Division;
- A certified copy of the company's amended Articles of Incorporation and Bylaws, reflecting the change(s); and
- A completed Information Update Questionnaire (see http://www.dbr.state.ri.us/pdf_forms/insur/RIQuestionnaire.PDF).

Upon receipt of the above material, we will process the change. All fees will be billed on a retaliatory basis upon completion of the amendment process.

NOTE: If, in conjunction with the demutualization or reorganization, the company's name will also be changed, the company should also refer to procedures to follow in regard to that name change (see http://www.dbr.state.ri.us/pdf_forms/insur/for/NameChange.PDF).

Policy forms and/or rates previously approved for a non-surviving company, may be filed for use in the surviving company, subject to the following instructions:

- **Life & Health Policy Forms and/or Rates:** See Filings of Previously Approved Policy Forms at http://www.dbr.state.ri.us/pdf_forms/insur/PolicyFormsPrevOKd-Life.PDF. If additional information is needed on forms or rates, please contact Rollin Bartlett, Chief of the Life, Accident and Health Section of this Division, at (401) 222-5449.
- **Property & Casualty Policy Forms and/or Rates:** See Item E of Instructions for Property & Casualty Rate, Rule & Form Filings at http://www.dbr.state.ri.us/pdf_forms/insur/C-filing_req.PDF. If additional information is needed on forms or rates, please contact Paula Pallozzi, Chief of the Property & Casualty Section of this Division, at (401) 222-5448.

As to the relicensing of agents, R.I. adopted the single license procedure act which precludes the necessity to re-appoint the company's agents when a company's name changes.

For reorganization/demutualization-related questions that do not involve policy form filing or policy rate filing questions, companies should feel free to contact Matt DiMaio at (401) 222-5454 or by e-mail at mdimaio@dbr.state.ri.us; or by Fax at (401) 222-5475.